

# **Pupil Transportation Service Procedures for Pilot Projects**

## **Procedures for Pilot Programs**

The Virginia Department of Education Pupil Transportation Service is charged with the responsibility of administration of the school bus pilot programs for Virginia. In keeping with Virginia administrative Codes the following are guidelines in which this program will be administered:

### **8VAC20-70-460. Specifications.**

It is the intent of the Board of Education to accommodate new equipment and technology that will better facilitate the safe and efficient transportation of students. When a new technology, piece of equipment, or component is desired to be applied to the school bus, it must have the approval of the Virginia Department of Education and must meet the following criteria:

1. The technology, equipment, or component shall not compromise the effectiveness or integrity of any major safety system.
2. The technology, equipment, or component shall not diminish the safety of the interior of the bus.
3. The technology, equipment, or component shall not create additional risk to students who are boarding or exiting the bus or are in or near the school bus loading zone.
4. The technology, equipment, or component shall not require undue additional activity or responsibility for the driver.
5. The technology, equipment, or component shall generally increase efficiency or safety, or both, of the bus, generally provide for a safer or more pleasant

experience for the occupants and pedestrians in the vicinity of the bus, or shall generally assist the driver and make his many tasks easier to perform.

Buses and school activity vehicles must conform to the specifications relative to construction and design effective on the date of procurement. Any variation from the specifications, in the form of additional equipment or changes in style of equipment, without prior approval of the Department of Education, is prohibited. The Department of Education shall issue specifications and standards for public school buses to reflect desired technology or safety improvements for the then current model year.

And:

#### **8VAC20-70-470. Adjustments.**

The Superintendent of Public Instruction is authorized to make such adjustments from time to time in technical specifications as are deemed necessary in the interest of safety and efficiency in school bus operation. This includes the issuance of chassis specifications by size, type and model year. **Authority is also granted for conducting investigations and field tests of certain pertinent vehicle components.**

The following procedures are developed to:

1. Insure consistency
2. Decrease repetition
3. Track effectiveness
4. Develop new standards
5. Develop new options

All requests for pilots will be submitted on *Request for Pilot Project* form. The request will then be reviewed by the Pupil Transportation Service for approval. A

project number, follow-up date and completion dates will then be issued and recorded.

The responsibility of the requestor is:

1. Ensure accuracy of request
2. Follow up in a timely manner
3. Provide feedback

After project completion and positive feedback the product/project will be presented to the school bus specification committee for review and consideration to be added to the school bus specification or school bus approved options.

All request forms should be forwarded to:

**Virginia Department of Education**

Fax 804-786-9417

Or Emailed to:

**[Michael.Brown@doe.virginia.gov](mailto:Michael.Brown@doe.virginia.gov)**